

INVITATION TO BID



SOLICITATION NO: **40023- FLA-01764A**
ISSUE DATE MARCH 18, 2013

BID CLOSE DATE AND TIME

APRIL 12, 2013 1:00 PM

RETURN BID BY FAX OR EMAIL TO:

NORTHSHORE TECHNICAL
danielstewart5@northshorecollege.edu
COMMUNITY COLLEGE
SULLIVAN CAMPUS
1710 SULLIVAN DRIVE
BOGALUSA, LA. 70427

PURCHASING MANAGER: DANNY STEWART
PHONE: 985-732-6640 EXT. 158
FAX: 985-732-6604
FISCAL YEAR: 2013
DEPARTMENT: CULINARY ARTS DEPARTMENT

FILL IN VENDOR NAME AND
ADDRESS ABOVE BEFORE SUBMITTING

CASH REGISTERS AND CASH DRAWERS

INSTRUCTIONS TO BIDDERS

1. READ THE ENTIRE BID, INCLUDING ALL TERMS AND CONDITIONS AND SPECIFICATIONS.
2. FILL IN ALL BLANK SPACES
3. ALL BID PRICES MUST BE TYPED OR WRITTEN IN INK. ANY CORRECTION, ERASURES OR OTHER FORMS OF ALTERATION TO UNIT PRICES SHOULD BE INITIALIZED BY THE BIDDER.
4. BIDS CONTAINING "PAYMENT IN ADVANCE" C.O.D." REQUIREMENTS MAY BE REJECTED. PAYMENT IS TO BE MADE WITHIN 30 DAYS AFTER RECEIPT OF PROPERLY EXECUTED INVOICE OR DELIVERY, WHICHEVER IS LATER.
5. SPECIFY YOUR PAYMENT TERMS: _____. CASH DISCOUNTS FOR LESS THAN 30 DAYS OR LESS THAN 1% WILL BE ACCEPTED, BUT WILL NOT BE CONSIDERED IN DETERMINING AWARDS.

THE BIDDER CERTIFIES:

- COMPLIANCE WITH ALL INSTRUCTIONS TO BIDDERS, TERMS, CONDITIONS, AND SPECIFICATIONS.
- THIS BID IS MADE WITHOUT COLLUSION OR FRAUD.
- THAT IF MY BID IS ACCEPTED WITHIN _____ DAYS FROM BID CLOSING TIME, MY FIRM WILL FURNISH ANY OR ALL OF THE ITEMS (OR SECTIONS) AT THE PRICE OPPOSITE EACH ITEM (OR SECTION)
- DELIVERY WILL BE MADE WITHIN _____ DAYS AFTER RECEIPT OF ORDER.
- BIDS SUBMITTED ARE SUBJECT TO PROVISIONS OF THE LAWS OF THE STATE OF LOUISIANA INCLUDING BUT NOT LIMITED TO L.R.S. 39:1551-1736; PURCHASING RULES AND REGULATIONS; EXECUTIVE ORDERS; STANDARD TERMS AND CONDITIONS; SPECIAL CONDITIONS; AND SPECIFICATIONS LISTED IN THIS SOLICITATION.
- IMPORTANT: BY SIGNING THE BID, THE BIDDER CERTIFIES COMPLIANCE WITH ALL INSTRUCTIONS TO BIDDERS, TERMS, CONDITIONS AND SPECIFICATIONS, AND FURTHER CERTIFIES THAT THIS BID IS MADE WITHOUT COLLUSION OR FRAUD. THIS BID IS TO BE MANUALLY SIGNED IN INK BY A PERSON AUTHORIZED TO BIND THE VENDOR. ALL BID INFORMATION SHALL BE MADE WITH INK OR TYPEWRITTEN.

VENDOR TELEPHONE NUMBER: _____ TITLE: _____

DATE: _____

FAX NUMBER: _____

E-MAIL ADDRESS: _____

PRINTED NAME: _____ SIGNATURE: _____

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COMMERCIAL GENERAL LIABILITY

Commercial General Liability Insurance, including personal and advertising injury liability, shall have a minimum limit per occurrence of \$1,000,000 and a minimum general aggregate of \$2,000,000. The insurance services office (ISO) commercial general liability occurrence cover form CG 00 01 (current form approved for use in Louisiana), or equivalent, is to be used in the policy. Claims-made form is unacceptable.

Contractors/vendors shall furnish the NTCC Sullivan Campus, 1710 Sullivan Dr., Bogalusa, LA 70427, fax 985-732-6640, email, danielstewart5@northshorecollege.edu, with certificates of insurance reflecting proof of required coverage. The certificates for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates are to be received and approved by the Campus before work commences and upon any contract renewal thereafter.

WORKERS COMPENSATION

Workers compensation insurance shall be in compliance with the workers compensation law of the state of the contractor's headquarters. Employer's liability is included with a minimum limit of \$500,000 per accident/per disease/per employee.

SCOPE OF WORK

Scope of work includes labor, materials, services, and inside delivery required to produce a completed installation which is acceptable to the agency. Before this contract is acceptable and complete, successful bidder shall clean up and remove from the premise all debris resulting from his work, and shall see to it that all the items furnished are in good working order, clean, and properly installed.

NEW PRODUCTS

Unless specifically called for in the solicitation, all products for purchase must be new, never previously used, and the current model and/or packaging. No remanufactured, used or irregular product will be considered for purchase unless otherwise specified in the solicitation. The manufacturer's standard warranty will apply unless other specified in the solicitation

1 ADDRESS ALL INQUIRIES AND CORRESPONDENCE TO THE BUYER AT THE PHONE AND ADDRESS SHOWN ABOVE.

2 BID FORMS: ALL WRITTEN BIDS, UNLESS OTHERWISE PROVIDED FOR, MUST BE SUBMITTED ON AND IN ACCORDANCE WITH, FORMS PROVIDED, PROPERLY SIGNED BIDS.

3 BIDS MUST BE RECEIVED AT THE ADDRESS SPECIFIED IN THE SOLICITATION PRIOR TO BID OPENING TIME IN ORDER TO BE CONSIDERED. BID OPENING: BIDDERS MAY ATTEND THE BID OPENING, BUT NO INFORMATION OR OPINIONS CONCERNING THE ULTIMATE CONTRACT AWARD WILL BE GIVEN AT THE BID OPENING OR DURING THE EVALUATION PROCESS. BIDS MAY BE EXAMINED WITHIN 72 HOURS AFTER BID OPENING.

4 AWARDS: NTCC RESERVES THE RIGHT TO AWARD ITEMS SEPARATELY, GROUPED OR ON AN ALL-OR-NONE BASIS AND TO REJECT ANY OR ALL BIDS AND WAIVE ANY INFORMALITIES.

5 PRICES: UNLESS OTHERWISE SPECIFIED BY NTCC IN THE SOLICITATION, BID PRICES MUST BE COMPLETE, INCLUDING TRANSPORTATION PREPAID BY BIDDER TO DESTINATION AND FIRM FOR ACCEPTANCE FOR A MINIMUM OF 30 DAYS. PRICES SHOULD BE QUOTED IN THE UNIT (EACH, BOX, CASE, ETC) AS SPECIFIED IN THE BID.

6 DESCRIPTIVE INFORMATION: BIDDERS PROPOSING AN EQUIVALENT BRAND OR MODEL SHOULD SUBMIT WITH THE BID INFORMATION (SUCH AS ILLUSTRATIONS, DESCRIPTIVE LITERATURE, AND TECHNICAL DATA) SUFFICIENT FOR NTCC TO EVALUATE QUALITY, SUITABILITY, AND COMPLIANCE WITH THE SPECIFICATIONS IN THE SOLICITATION. FAILURE TO SUBMIT DESCRIPTIVE INFORMATION MAY CAUSE BID TO BE REJECTED.

7 CONTRACT RENEWALS: UPON AGREEMENT OF NTCC AND THE CONTRACTOR, A TERM CONTRACT MAY BE EXTENDED FOR 2 ADDITIONAL 12-MONTH PERIODS AT THE SAME PRICE, TERMS AND CONDITIONS. THE TOTAL CONTRACT TERM CANNOT EXCEED 36 MONTHS.

8 NTCC RESERVES THE RIGHT TO CANCEL THIS CONTRACT WITH A THIRTY (30) DAY WRITTEN NOTICE.

Preferences: IN ACCORDANCE WITH LOUISIANA REVISED STATUTES 39:1595, A PREFERENCE MAY BE ALLOWED FOR PRODUCTS MANUFACTURED, PRODUCED, GROWN, OR ASSEMBLED IN LOUISIANA OF EQUAL QUALITY.

DO YOU CLAIM THIS PREFERENCE? YES _____ NO _____

SPECIFY THE LINE NUMBERS: _____

SPECIFY LOCATION WITHIN LOUISIANA WHERE THIS PRODUCT IS MANUFACTURED, PRODUCED, GROWN OR ASSEMBLED:

DO YOU HAVE A LOUISIANA BUSINESS WORKFORCE? YES: _____ NO _____

IF SO, DO YOU CERTIFY THAT AT LEAST 50% OF YOUR LOUISIANA WORKFORCE IS COMPRISED OF RESIDENTS OF LOUISIANA? YES: _____ NO: _____

FAILURE TO SPECIFY ABOVE INFORMATION MAY CAUSE ELIMINATION FROM PREFERENCES

BID DELIVERY INSTRUCTIONS

Northshore Technical Community College
Florida Parishes Campus
948 Hwy 1042
Greensburg, LA. 70441

BID NUMBER: 40023-FLA-01764A

BID CLOSING DATE AND TIME: APRIL 12, 2013 1:00 PM

COMMODITY NUMBER 600-30

COMMODITY SERVICE DESCRIPTION	QUANTITY	UNIT	PRICE	TOTAL PRICE
1. POINT OF SALE SYSTEM MICROS 3700 POS (OR EQUAL) MODEL # BID: _____ BRAND BID: _____	1	EA	_____	_____
2. PROGRAMING AND IMPLEMENTATION IMPLEMENTATION LABOR	1	EA	_____	_____
3. SHIPPING FOB DESTINATION	1	EA	_____	_____
4. THE MICROS 3700 POS (OR EQUAL) RES VALUE-PAK; INCLUDES THE FOLLOWING:				
a. TWO (2) WS5A TOUCHSCREEN, 15" ACTIVE LCD				
b. TWO (2) WS5/5A 2015 ADJUSTABLE STAND				
c. TWO (2) TM-T88/V, THERMAL PRINTER, SERIAL, W/PS180, CHAR				
d. ONE (1) TM-U220B, 2 COLOR AUTO-CUT PRINTER, ETHERNET, HP RP5800 INTEL PENTIUM 4GB, 2-250GB HD, 2 NIC, 56K, DVD/CD-RW, WIN7PRO				
e. ONE (1) 20" LED FLAT PANEL-WIDE COLOR DISPLAY				
f. TWO (2) PARVAR 1.0AMP, GROUND GUARD CONDITIONER (2 PLUGS)				
g. ONE(1) POWERVAR .625 AMP, GROUND GUARD CONDITIONER (2 PLUGS)				
h. TWELVE (12) ETHERNET 10 BASE T PATCH CABLE				
i. TWO (2) USB EXT CABLE / BRACKET (REQ. EACH WS5/2015				
j. TWO (2) 3700 RES POS CLIENT APPL (EACH PCWS) SOFTWARE KEY REQUIRED				
k. ONE (1) 3700 RES F2 SOFTWARE (1-9 WS) SOFTWARE KEY REQUIRED				
l. ONE (1) 3700 RES TIME & ATTENDANCE SOFTWARE, SOFTWARE KEY REQUIRED				
m. ONE (1) RES 5 SW MEDIA KIT W/USB KEY AND ACTIVATION, SOFTWARE KEY REQUIRED				
n. ONE (1) KDS RES 5 ACTIVATION				
o. ONE (1) RES 5 POS TRANSACTION ANALYZER				
p. ONE (1) RES 5 GUEST LOYALTY F2 SOFTWARE, SOFTWARE KEY REQUIRED				
q. ONE (1) RES 5 GSS GIFT CERTIFICATE MANAGER MODULE				
r. ONE (1) LABOR MANAGEMENT: HR+PAYROLL PREPROCESSING (REQ T&A) SOFTWARE KEY REQUIRED				
s. ONE (1) LABOR MANAGEMENT: SCHEDULING (HR/PP) SOFTWARE KEY REQUIRED				
t. ONE (1) TRANSACTION SERVICES CLIENT, SOFTWARE KEY REQUIRED				
u. ONE (1) ALERT MANAGER				
v. ONE (1) SVC GIFT CARD, 3700, ES, WPMS/SIM CODE, SOFTWARE KEY REQUIRED				
w. ONE(1) 320GB EXTERNAL HD / REQUIRED FOR SYSTEM BACKUP				

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<p>X. TWO (2) CASH DRAWER, APG4000, DUAL MED SLOT, 18X16X4X17</p> <p>y. ONE (1) QSR BUMP BAR MBB-20, 6FT USB CABLE</p> <p>z. ONE (1) BUMP BAR EXTENSION CABLE 16' MBB-20 USB</p> <p>aa. ONE (1) KITCHEN DISPLAY CONTROLLER (REPLACES-200)</p> <p>bb. ONE (1) ETHERNET SWITCH, D-LINK, 8-PORT</p> <p>cc. ONE (1) D-LINK 4-PORT ROUTER/FIREWALL, BROADBAND, VPN</p> <p>dd. ONE (1) WS-ETHERNET KIT 2 – (ADD KP) LABOR/NO CABLE</p> <p>ee. TWO (2) KP-ETHERNET KIT (1 PER KP) LABOR/NO CABLE</p> <p>ff. ONE (1) SMARTPOWER UPS SZBP-0600TB/SPV0600TB</p> <p>gg. ONE (1) KDS CLIENT LICENSE CONDE (1 REQ'D EACH KDS CLIENT) SOFTWARE KEY REQUIRED</p> <p>hh. ONE (1) RES V3.0 MEDIA KIT (CD, V3.0 ACTIVATION)</p> <p>ii. ONE (1) SCAN SOURCE VIRTUAL TECHNICIAN SOFTWARE</p> <p>jj. ONE (1) SCAN SOURCE REMOTE SUPPORT (PCI VALIDATED)</p> <p>kk. ONE (1) 25-PACK MICROS MAGNETIC CARDS</p> <p>ll. ONE (1) THERMAL PAPER</p> <p>mm. ONE (1) PAPER 3" SINGLE PLY</p> <p>nn. SIX (6) RIBBON, EPSON U220 PRINTER</p> <p>5. HELP DESK 24X7 PCI SW ENHANCEMENTS INCLUDED</p> <p>6. FOUR (4) PDT-STD-DAY PROGRAMING/TRAINING, STANDARD DAY</p> <p>7. IMPLEMENTATION SERVICE</p> <p>a. SITE SURVEY, REVIEW CABLING REQUIREMENTS, TRAINING SCHEDULE, COLLECT MENU AND PRICING, EMPOLYEES LIST</p> <p>b. HARDWARE STAGING, CONFIGURE AND TEST ALL PRINTERS, TERMINALS, AND MICROS SERVER PC</p> <p>c. TIME AND ATTENDANCE SETUP</p> <p>d. PROGRAM EMPLOYEE CLASSES, TAXES, HEADERS, TRACKING GROUPS, STANDARD REPORTS, TENDERS, DISCOUNTS</p> <p>e. WHEN PROGRAMMERE HAS DB TO 90% YOU WILL BE INVITED INTO OUR OFFICE FOR A DB APPROVAL</p> <p>f. ONCE DB IS APPROVED, DELIVERY AND INSTALLATION IS SCHEDULED AND COMPLETED</p> <p>8. STANDARD TRAINING/LIVE SUPPORT. ALL TRAINING WILL TAKE PLACE ON THE SAME DAY IN THE INCREMENTS BELOW</p> <p>a. ONE (1) MANAGER TRAINING SESSION -2 HOURS</p> <p>b. ONE (1) BACK OFFICE TRAINING SESSION – 2 HOURS</p> <p>c. ONE (1) FRONT OF HOUSE TRAINING SESSION (MANAGERS ONLY) 2 HOURS</p> <p>9. ONSITE LIVE SUPPORT AS FOLLOWS</p> <p>a. RES/3700 SYSTEM WILL RECEIVE 1 FULL DAY OPEN TO CLOSE</p> <p>10. WARRANTY COVERAGES – PARTS 7 LABOR</p> <p>a. 12 MONTHS</p> <p>b. ON-SITE</p> <p>c. 7 DAYS;</p>				